

**POSITION GUIDE
NONAPPROPRIATED FUNDS**

JOB NUMBER:
FLSA: EXEMPT

TITLE: Project Manager
DA PD # AM197

PAY PLAN/SERIES/LEVEL: NF-0801-4

Major Duties:

Manages the coordination and accomplishment of the plans, scope, design, construction, budget, and direction of assigned lodging engineering and construction projects. Implements command decisions, guidance, laws, regulations, and policy in the development of the project plan. Provides project management functions for major NAF construction, renovation projects, and multiple minor constructions where no DA or DPW project management support is provided. Ensures facility projects are designed to meet functional requirements. Integrates all project functions such as design, cost, and construction. Establishes responsibilities, schedules, and milestones. Reviews project progress, measures performance, and effects necessary corrective action to maintain schedule and cost. Assures early identification of customer problems or issues and facilitates the resolution of identified problems.

Supervises assigned staff.

CONDITIONS OF EMPLOYMENT:

Completion of a satisfactory National Agency Check.

QUALIFICATION REQUIREMENTS:

Must have successfully completed a full 4-year course of study in an accredited college or university that led to a degree in professional engineering and have work experience managing engineering projects. A combination of education and experience may be substituted for the degree requirement. This would be courses equivalent to a major in engineering plus appropriate experience or additional course work that provided knowledge comparable to that normally acquired through the successful completion of the 4-year course of study. Work experience is project management experience related to engineering and the duties of the position.